

COUNTY MUSEUM

BUDGET UNIT: MUSEUM STORE (EMM CCR)

I. GENERAL PROGRAM STATEMENT

The Museum Store operates as an enterprise fund under the management of the San Bernardino County Museum. The Store is considered an integral part of the visitor experience and provides many items for sale including books and publications, educational toys, thematic novelty items for exhibitions, jewelry, minerals, and souvenirs. The store supports Museum operations and makes an annual financial contribution to the Museum.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Operating Expense	217,085	154,789	162,722	147,448
Total Revenue	225,740	159,000	167,751	148,400
Revenue Over(Under) Exp	8,655	4,211	5,029	952
Budgeted Staffing		2.3		2.1
<u>Workload Indicators</u>				
Purchases for resale	96,213	55,000	65,133	46,380
Taxable sales	194,165	159,000	167,751	148,400

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS

STAFFING CHANGES

The store is decreasing 0.2 budgeted staff to reflect minimum staffing levels that correlate to an anticipated decrease in sales based on projected attendance for 2003-04.

PROGRAM CHANGES

Changes in programming, with a shift away from traveling exhibits toward the development of in-house special exhibits, along with the declining economy, will result in an estimated decrease in attendance and related decrease in taxable sales.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Economic Development/Public Services
DEPARTMENT: County Museum - Museum Store
FUND: Enterprise EMM CCR

FUNCTION: Cultural Services
ACTIVITY: Cultural Services

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ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Salaries & Benefits	82,589	80,262	6,929	-	87,191
Services & Supplies	65,133	69,527	(6,929)	-	62,598
Other Charges	15,000	5,000	-	-	5,000
Transfers	-	-	-	-	-
Total Operating Expense	162,722	154,789	-	-	154,789
<u>Revenue</u>					
Other Revenue	<u>167,751</u>	<u>159,000</u>	<u>-</u>	<u>-</u>	<u>159,000</u>
Total Revenue	167,751	159,000	-	-	159,000
Revenue Over/(Under) Exp	5,029	4,211	-	-	4,211
Budgeted Staffing		2.3		-	2.3

GROUP: Economic Development/Public Services
DEPARTMENT: County Museum - Museum Store
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FUNCTION: Cultural Services
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ANALYSIS OF 2003-04 BUDGET

	E	F	E+F G	H	G+H I	J	I + J K
	Board Approved Base Budget	Recommended Program Funded Adjustments	2003-04 Department Request	Vacant Position Impact	2003-04 Proposed Budget (Adjusted)	Recommended Vacant Restoration	2003-04 Recommended Budget
Appropriation							
Salaries & Benefits	87,191	(1,521)	85,670	-	85,670	-	85,670
Services & Supplies	62,598	(16,218)	46,380	-	46,380	-	46,380
Other Charges	5,000	(5,000)	-	-	-	-	-
Transfers	-	15,398	15,398	-	15,398	-	15,398
Total Operating Expense	154,789	(7,341)	147,448	-	147,448	-	147,448
Revenue							
Other Revenue	159,000	(10,600)	148,400	-	148,400	-	148,400
Total Revenue	159,000	(10,600)	148,400	-	148,400	-	148,400
Revenue Over/(Under) Exp	4,211	(3,259)	952	-	952	-	952
Budgeted Staffing	2.3	(0.2)	2.1	-	2.1	-	2.1

Base Year Adjustments

Salaries and Benefits	2,328 MOU.
	4,493 Retirement.
	108 Risk Management Worker's Comp.
	<u>6,929</u>
Services and Supplies	<u>(6,929)</u> Reduction necessary to offset increased salaries and benefits costs.
Subtotal Base Year Operating Expense	<u>-</u>
Subtotal Base Year Revenue	<u>-</u>
Subtotal Base Year Rev Over/(Under)	<u>-</u>

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Recommended Program Funded Adjustments		
Salaries and Benefits	<u>(1,521)</u>	Savings related to the reduction of 0.2 budgeted position due to a decrease in sales.
Services and Supplies	(15,000)	Decrease in purchase for resale.
	(1,200)	Decrease in printing expenditures.
	<u>(18)</u>	Net decrease in various expense accounts.
	<u>(16,218)</u>	
Other Charges	<u>(5,000)</u>	Museum contribution for 2002-03 is reclassified to transfers.
Transfers	15,398	EHAP Charges (\$398); reclassification of Museum contribution from other charges (\$5,000) plus increase in contribution to Museum (\$10,000).
Total Operating Expense	<u>(7,341)</u>	
Total Revenue	<u>(10,600)</u>	Decrease in taxable sales due to programming changes.
Revenue Over/(Under) Exp	<u>(3,259)</u>	